

**TOWN OF PLATTSBURGH  
TOWN BOARD PUBLIC HEARING  
OCTOBER 6, 2008**

<b>MEMBERS:</b>		<u><b>Present</b></u>	<u><b>Absent</b></u>
<b>Bernard C. Bassett, Supervisor</b>		<b>X</b>	
<b>Martin D. Mannix, Councilperson</b>		<b>X</b>	
<b>Thomas E. Wood, Councilperson</b>		<b>X</b>	
<b>Sheila A. Brockway, Councilperson</b>		<b>X</b>	
<b>Gerard A. Renadette, Councilperson</b>		<b>X</b>	
<b>Amy L. Duquette, Town Clerk</b>		<b>X</b>	
<b>James J. Coffey, Town Attorney</b>		<b>X</b>	

**The notice of public hearing was read by the Supervisor for the record.**

The Public Hearing was called to order at 6:00 p.m., prevailing time at the Town Hall on the Banker Road, Plattsburgh, New York to hear all interested persons relative to:

An application from Bill Santa, requesting to construct a Telecommunications Facility on NYS Rt. 3 South.

**Comments: Supervisor Bassett said the notification of Lead Agency status was received today, followed by a lengthy discussion on the telecommunication fees and the uniqueness of the situation.**

**The public hearing closed at 6:25 PM.**

**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
OCTOBER 6, 2008**

The meeting was called to order at 6:30 p.m. by the presiding officer at the Town Hall on the Banker Road.

<b>MEMBERS:</b>		<u><b>Present</b></u>	<u><b>Absent</b></u>
<b>Bernard C. Bassett, Supervisor</b>		<b>X</b>	
<b>Martin D. Mannix, Councilperson</b>		<b>X</b>	
<b>Thomas E. Wood, Councilperson</b>		<b>X</b>	
<b>Sheila A. Brockway, Councilperson</b>		<b>X</b>	
<b>Gerard A. Renadette, Councilperson</b>		<b>X</b>	
<b>Amy L. Duquette, Town Clerk</b>		<b>X</b>	
<b>James J. Coffey, Town Attorney</b>		<b>X</b>	

**RESOLUTION NO.08-311**

**Approve Minutes of the Previous Meeting**

<b>Motion by:</b>	<b>Gerard A. Renadette</b>	<b>Seconded by:</b>	<b>Sheila A. Brockway</b>
<b>Carried by:</b>	<b>Ayes 5</b>	<b>Nays 0</b>	

**RESOLVED**, that the minutes of September 15, 2008 and September 22, 2008 meetings be approved and the reading of the minutes be dispensed with.



**WHEREAS**, North Country LIFE FLIGHT, Inc. is a not-for-profit, tax exempt corporation which is responsible for all aspects of patient care by providing medical equipment, training medical personnel and administering the medical portion utilizing the New York State Police helicopter based in Saranac Lake and private fixed-wing aviation resources; and

**WHEREAS**, the New York State Police and private fixed-wing aviation resources do not provide a medically trained team or medical equipment for patient transports; and

**WHEREAS**, the people of Clinton, Essex, Franklin, Hamilton and St. Lawrence Counties receive a vital emergency medical service, which is free of charge to critically ill and seriously injured patients, and, therefore, municipal governments are asked to pledge monies for this worthwhile program; now, therefore, it is

**RESOLVED**, that the Town Board of the Town of Plattsburgh, hereby authorizes the Supervisor to enter into a contract with North Country LIFE FLIGHT, Inc., for the purpose of operation the medical in component of the medivac program which will serve its residents and visitors, for the amount of \$1,500 which represents the Town’s share for 2009; and be it further

**RESOLVED**, that the sum of \$1,500.00 shall be charged to the Community Services Fund Account for the 2009 budget.

**Discussion: Supervisor Bassett noted that this is the same amount as previous years.**

**RESOLUTION NO. 08-317**

**Purchase of New Town Hall Windows**

**Motion by: Martin D. Mannix**  
**Carried by: Ayes 5**

**Seconded by: Gerard A. Renadette**  
**Nays 0**

**WHEREAS**, it is important to maintain Town buildings and facilities to protect Town assets and provide safe environments to work in; and

**WHEREAS**, the Town Hall has aged, single pane windows that are inefficient and negatively impact heating costs; and

**WHEREAS**, Buildings and Grounds Department would like to replace the existing plate glass windows with new energy efficient insulated windows; and

**WHEREAS**, informal quotes for replacement windows have been received and reviewed by Buildings and Grounds with recommendation to purchase six aluminum windows; now therefore be it

**RESOLVED**, that the Town Board authorizes the Building and Grounds Department to purchase six new replacement windows supplied and installed by Adams Glass LLC. of 6 Trade Road, Plattsburgh, NY for the purchase price of \$9,030.00 payable from the General Budget Fund.

**Discussion: Attorney Coffey pointed out that in the past he has represented Adams Glass.**

**RESOLUTION NO. 08-318**

**Code Enforcement Basic Training**

**Motion by: Sheila A. Brockway**  
**Carried by: Ayes 5**

**Seconded by: Martin D. Mannix**  
**Nays 0**

**WHEREAS**, it is in the best interest of the Town to provide training for new employees to enable them to develop required skills and information; and

**WHEREAS**, Allen Reece has recently been appointed to the Codes Department and Basic Code Enforcement training is currently available; now, therefore be it

**RESOLVED**, that Allen Reece be approved to attend the Code Enforcement Basic Training course being held on November 12-14, and December 16-18, 2008 at the Greene County Department of Emergency Services in Cairo, New York that is being offered free of charge; and it is further

**RESOLVED**, that \$420.00 for lodging and \$166.00 for meals, be charged to the Codes Department budget in support of the two training dates; and be it further

**RESOLVED**, that if a Town vehicle is not available mileage will also be charged to the Codes Department budget for travel to and from the training.

**Discussion: Supervisor Bassett feels although Allen is not new to the town, his being new to the codes department there is a need for training.**

**RESOLUTION NO. 08-319**

**Computer, Internet and E-Mail Use Policy**

**Motion by: Sheila A. Brockway**  
**Carried by: Ayes 5**

**Seconded by: Gerard A. Renadette**  
**Nays 0**

**WHEREAS**, it is necessary to periodically review policy and make revision to meet the needs of the Town and Town employees; and

**WHEREAS**, the recommended policy concerning Computer, Internet and E-Mail Use has been discussed and reviewed by Department Heads and the Labor Attorney; therefore be it

**RESOLVED** that the Town Board adopt the attached recommended policy for Workplace Computer, Internet and E-Mail Use and that the Policy be distributed to all employees and added to all copies of the Town of Plattsburgh Policy Books.

**Discussion: Councilor Renadette feels the sign off sheet should indicate the employee received the policy, all councilors agreed.**

**RESOLUTION NO. 08-320**

**Violence in the Work Place Policy**

**Motion by: Martin D. Mannix**  
**Carried by: Ayes 5**

**Seconded by: Gerard A. Renadette**  
**Nays 0**

**WHEREAS**, it is the duty of public employers to develop and implement programs and policy designed to prevent workplace violence as proposed by New York State Law, and

**WHEREAS**, The Town of Plattsburgh wishes to foster a safe and non-threatening work environment to prevent and minimize the hazard of workplace violence for its employees, and

**WHEREAS**, the development of a policy concerning Work Place Violence has been researched to identify appropriate procedures and the proposed new policy has been discussed and reviewed, by Department Heads and the Town's Labor Attorney; therefore be it

**RESOLVED**, that the Town Board adopt the Violence In The work Place Policy attached to this resolution and that said policy be distributed to all Department Heads and be added to all copies of the Town of Plattsburgh Policy Book.

**Discussion: Yes**

**RESOLUTION NO. 08-321**

**Tentative Budget for 2009**

**Motion by: Sheila A. Brockway**  
**Carried by: Ayes 5**

**Seconded by: Gerard A. Renadette**  
**Nays 0**

**RESOLVED**, that the 2009 Tentative Budget for the Town of Plattsburgh was duly filed in the Town Clerk’s Office; and, it is further

**RESOLVED**, that the Town Board of the Town of Plattsburgh does hereby receive and place on file the 2009 Tentative Budget from the Town Clerk per Town Law, section 106 (3).

**Discussion: Supervisor Bassett said the last page that lists the salaries of elected officials is incorrect. It will be revised.**

**RESOLUTION NO.08-322**

**Highway Transfer and Salt Purchase for Winter of 2008-2009**

**Motion by: Gerard A. Renadette**

**Seconded by: Sheila A. Brockway**

**RESOLVED**, to receive a letter dated October 3, 2008, from Fred Lavene, Deputy Highway Superintendent requesting permission to purchase 1,565 tons of highway road salt for use by the Town of Plattsburgh Highway Department pursuant to the New York State Office of General Services Standards and Purchase Group Contract No. C-18391 in an amount not to exceed \$155,983.55; and it is further

**RESOLVED**, that the Town Board does hereby grant permission to Fred Lavene to order said salt and the Supervisor is hereby authorized to sign any related documents required for its purchase; and it is further

**RESOLVED**, that the payment for said purchase will be made payable from the 2008-2009 Highway budget accounts DA 5110-4200 , DA 9730-6002, DA 9730-7002 and DA 5142-4200

**Discussion: There was lengthy discussion regarding the purchase of salt and if it could be purchased elsewhere and if the town could put it out for bid. It was decided that the resolution should be tabled until the board could further investigate.**

**Motion to table resolution 08-322**

**Motion by: Thomas E. Wood**  
**Carried by: Ayes 5**

**Seconded by: Martin D. Mannix**  
**Nays 0**

**RESOLUTION NO. 08- 323**

**Strategic Planning Technical Assistance Grant**

**Motion by: Martin D. Mannix**  
**Carried by: Ayes 5**

**Seconded by: Sheila A. Brockway**  
**Nays 0**

**WHEREAS**, the Town Board, after due consideration, has determined that it is desirable to apply for funding for financial assistance from the Governor’s Office for Small Cities for a 2008 Strategic Planning Technical Assistance Grant for the purpose of formulating a Town Economic Development Strategic Plan therefore, it is hereby

**RESOLVED**, that the Supervisor is authorized and directed to submit an application for the aforementioned grant and is authorized to execute all other documents necessary for the implementation of this work; and be it further

**RESOLVED**, the firm of Laberge Engineering & Consulting Group Ltd., 4 Computer Drive West, Albany, New York 12205, duly licensed under the Laws of the State of New York is authorized to prepare the aforesaid project and all other plans, specification, contracts, drawings, documents, and other necessary engineering work as required and as directed by the Supervisor; and be it further

**RESOLVED**, that the fee to prepare the application shall not exceed \$1,458.00; and that two copies of this resolution be forwarded to said Engineers for inclusion into the application documents.

**ADJOURNMENT**

<b>Motion by:</b>	<b>Gerard A. Renadette</b>	<b>Seconded by:</b>	<b>Sheila A. Brockway</b>
<b>Carried by:</b>	<b>Ayes 5</b>	<b>Nays 0</b>	

**RESOLVED**, that this Town Board Meeting be adjourned at 7:50 PM.

**Respectfully Submitted,**

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**Amy Duquette, Town Clerk**